

**Weston County Library  
Board of Trustees Minutes**

**February 27, 2015**

Chairman Karen Bowman called the meeting to order at 11:30 am followed by a moment of silence. Board members present were Karen Bowman, Patricia Morgan, Becky Todd and Jamie Gaughenbaugh. The Library Director Brenda Mahoney-Ayres and Upton Branch Manager Sherri Randall were also present.

**Consider the Agenda:** Karen added an item to New Business regarding a Designated Depository form from First State Bank.

**Minutes:** The minutes for January 30, 2015 were read. Becky Todd made a motion to accept the minutes with a correction of 2 grammatical/spelling errors. Patricia Morgan 2nd. Motion carried.

**Treasurer's Report:** Jamie presented the January 2015 Treasurer's report. The library budget is currently at 49.84% of the total budget. Patricia Morgan made a motion to accept the report as presented. Becky Todd 2nd. Motion carried.

**Director's Report:** The Weston County Library Director presented a written report as did the Upton Branch manager. These will be attached to the minutes.

**Weston County Library Foundation Report:** Brenda reported that the Weston County Library Foundation has 2 new members. They are Debb Proctor and William Hallett. Brenda will be attending the quarterly meeting in April. Fundraising ideas will be discussed.

**Old Business:** Additional changes to the Emergency Procedures Manual were discussed. These included: location of clean-up kits, tornado evacuation plan for Upton and the addition of page numbers to the manual. Becky Todd made a motion to approve with these changes. Patricia Morgan 2nd. Motion carried.

The Director's Annual Evaluation in Executive Session will be discussed following New Business.

**New Business:** A book delivery service for the homebound was discussed along with options for implementation. Reaching out to residents of Mondell Heights and flyers sent with Senior Center/Meals on Wheels was mentioned. Possibilities on how to order and deliver items were discussed. No action was taken.

Brenda presented a Designated Depository form from First State Bank of Newcastle. Patricia Morgan made a motion to accept the depository form. Becky Todd 2nd. Motion carried.

At 11:55 am, Becky Todd made a motion to enter into Executive Session to discuss the Director's Annual Evaluation. Jamie Gaughenbaugh 2nd. Motion carried.

At 12:05 pm, Becky Todd made a motion to exit Executive Session. Patricia Morgan 2nd. Motion carried.

With no further business, the meeting was adjourned at 12:10 pm.

The next meeting will be March 27, 2015.

Respectfully submitted,  
Jamie Gaughenbaugh